

MINUTES  
SPECIAL MEETING  
ZONING COMMISSION  
SEPTEMBER 24, 2008 - 7:30 P.M.  
TOWN HALL ANNEX – COMMUNITY ROOM 2

I. ROLL CALL

Present: French, Hudecek, O'Neill, Haviland, Alternates Marquardt, Sutherland,  
Cady  
Excused: Brandt  
Staff: Murphy, Davis, Cullen, Glemboski, Moulding

II. NEW BUSINESS

1. Zoning Commission Workshop with Kendig Keast Collaborative regarding the Land Use Regulation Update Project

Staff introduced Mac Birch, a principal of KKC, hired by the Town to assess the land use regulations, storm water ordinances, and also to create a design manual. The regulations are being updated based on the standards in the Strategic Economic Development Plan (SEDP) and the Plan of Conservation and Development (POCD). There will be a public meeting on October 29, 2008 to hear the public's comments on the assessment done by Kendig Keast.

Mac Birch stated that he received a lot of information from the public and stakeholders. He stated that the Zoning Commission needs the tools necessary to protect property from inappropriate development and to use zoning to bring about the policies in the POCD and SEDP. Another responsibility of the Zoning Commission is administering rules under special permit applications. The assessment presented was focused on the standards themselves and not the structure of the commissions and agencies or processes used. There are 25 specific recommendations covering the three land use regulations. The bulk of the recommendations are covered under the Zoning regulations. Some of the categories in the recommendations include environmental protection, mixed use development, landscaping and buffering, and development and design standards. Many of the suggested changes are in the land use table; such as reducing the number of zoning districts. He looked at opportunities to consolidate zoning districts and protect existing neighborhood character. Some of these changes may lead to small adjustments in the mixed use regulations but there are no substantive changes recommended to the MX regulations. Mr. Birch stated that there needs to be a procedure in place such as a resource inventory requirement so developers will know before they submit an application what will be allowed while still protecting the community character. The environmental portion of the assessment will address a formula for building requirements. There will be a spreadsheet for this formula. The densities plan in the POCD will need to be considered as part of the formula also. Septic, bedrock, upland review area are areas that need to be looked at.

The Commission was pleased with the assessment report and had questions and/or concerns about the following areas:

- The need to draft effective building requirements carefully so everyone understands the regulations. What should be considered in the buildable land definition formula?

- Open space dedication – Look at public use. – There are mechanisms in place in CT to protect homeowners from liability in open space areas.
- Criteria for special permits – for example, harmony with the neighborhood is an undefined criteria.
- Clarification was requested on what the process is for open space dedication and/or protection.
- Reservoir protections and green building-tax relief
- Encourage pervious parking surfaces in development projects
- Review setbacks for outbuildings, particularly residential buildings
- Developers need to know ahead of time what their restrictions will be.

Mr. Birch would like to reduce the number of special permit conditional uses. He believes people also need to know what the criteria is and understand it. He stated that community character can be protected by creating an impression of open space and harmony is actually community character. Mr. Birch invited the commission members to write comments on the report and submit them to staff as soon as possible so that they can be used for the public meeting on October 29<sup>th</sup>, 2008.

Staff stated that we know what we want to do, now we will be formulating the how to do it and how much to do it. The Commissions will be dealing with some of the easier regulation modules first. Staff encouraged the Commission members to send in any comments they have on the assessment as soon as possible or bring them to the October 1<sup>st</sup> meeting so they can be encompassed in the public meeting on October 29<sup>th</sup>. All comments will be kept in the project file for public review. It is expected that during November and December a structure as to how to proceed will be developed and then draft language will follow for Commission review and comment. When the language is ready there will be public hearings on the amendments.

The Commission believes that the concepts sound good at this level.

### III. ADJOURNMENT

Motion to adjourn at 9:30 p.m. by O'Neill, seconded by Haviland, so voted unanimously.

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Richard Haviland, Secretary  
Zoning Commission

Prepared by: Robin Moulding  
Office Assistant III